

# CERT Auxiliary Working Group Meeting Summary— December 7, 2016

Item	Presenter(s)	Action	Notes
Welcome	Mary		<p><b>Present:</b>            Mary Edmund, Team Seacliff; Auxiliary, Treasurer, Executive Director            JoAnn McDonnell, Team LaSelva Beach; Auxiliary Secretary, Registrar            Liz Taylor-Selling, Team San Lorenzo Valley; Auxiliary, Board Member            Mike Conrad, Chief, Operations Aptos/La Selva Fire Protection District            Ken Braly, Team Aptos Knoll; Auxiliary, Webmaster            Ed Olson, Team Bonny Doon            Todd Skrabak, Aptos Fire (New Aptos Fire CERT Advisor)            Greig Rose, ALSFD Action Group; Auxiliary, President            John Lippman, Santa Cruz, Auxiliary, Board Member            Lizanne Jensen, Team Bonny Doon; Auxiliary, Board Member            Sean Kellythorne – Felton</p> <p><b>Absent:</b>            Ken Jensen, Team Bonny Doon            Diana Hayden, Team Seacliff            Ramshid Kiani, American Red Cross, Team Felton            Paul Horvat, Santa Cruz Fire Protection District            Hank Moeller, Bonny Doon Program Manager            Brian Beadnell, Team LaSela Beach            Kevin Foster, Team Boulder Creek            Anna Marie Gotti, Capitola, American Red Cross            Mike Demars, Central Fire Protection District            Ray Soler, Felton Program Manager            Catherine Green, Team UCSC            Rosemary Anderson, Emergency Services Manager, Santa Cruz County            Ed Banks, Team Watsonville</p>

			Mike Conrad's last meeting -- The Working Group is grateful for Mike's leadership and involvement with CERT all these years. He will be missed.
Basic CERT Training	Mary	Update	<p><b>Schedule for Jan – May 2017 Goal to get classes and schedule on website ASAP.</b></p> <p><i>CERT Basic Training</i>  Felton – January 11<sup>th</sup> - Feb 4<sup>th</sup>  Bonny Doon – Feb 11<sup>th</sup> – Feb 25<sup>th</sup>  Working on schedule for Aptos, Live Oak, and possibly Watsonville.  ACTION: JoAnn and Diana will make up more packs and check inventory.</p> <p><i>CERT Advanced Training</i>  Plan 4 advanced training a year to be held concurrently with CERT recertification process. Advanced training is outside of what is taught in the basic course. Will include ICS with the trainings when possible. Suggestions for advanced trainings</p> <ul style="list-style-type: none"> <li>--Advanced class – IS 200 – 300. Cautioned must have through understanding of IS 100– before going into these classes</li> <li>– Leadership training -- how to build a team -- different types</li> <li>-- Team leader classes</li> <li>-- Map Your Neighborhood (MYN) Workshop</li> <li>-- How to conduct a hands-on drill, what to consider, timeline, -- a lot of online classes to do this,</li> <li>-- Red Cross shelter management, how to assist</li> </ul>
Advanced training schedule			
CERT Instructors			Policy – new instructors should teach first with another senior instructor before teaching alone. Of new instructors 23 of 32 are teaching classes.
Database / Website	Ken		Nothing new
CERT Aux Meetings			Group agreed to change meeting schedule to once a month with <b><i>meetings held on the second Wednesday every month</i></b> . The usual second monthly meeting time may now may be spent on with committees, etc. Free telephone conference service available. Works well for small groups.

			<p>Information about this option will be sent in a separate email.</p> <p>Greig has been attending ARES, would like a CERT HAM embedded with each CERT team.</p> <p>Suggested meeting with Medical Reserve Corps, figure out how CERT teams will interface with them.</p> <p><b>ACTION:</b> Greig will set up Medical Reserve Corps presentation for group.</p> <p>Other agencies suggested for Working Group presentations -- VOAD, Red Cross – shelter management, Salvation Army, Emergency Management Council</p>
CERT Council	Mike	Update	<p>Representation based on Fire districts and regions. Last council meeting was poorly attended. Next meeting Dec 14. Working on bylaws. Will be an open meeting.</p>
Strategic Plan	All	Review	<p>Will review the Strategic Plan during the Jan 11<sup>th</sup> meeting, 4 people have taken responsibility and will report out in their area -- what are the accomplishments, where are we now, what do we need to do for this coming year. Strengths, weaknesses, opportunities and threats (SWAT) also included in review.</p> <p><b>ACTION:</b></p> <p>Ken Braly – Basic and Advanced Training</p> <p>LizAnn -- Build and maintain neighborhood programs</p> <p>Mary – Stable sources of funding</p> <p>Liz – Supportive contacts in other private and public organizations</p> <p>Will put plan on website once it is reviewed and updated.</p>
			<p><b><i>Happy Holiday Season!</i></b></p>

***Will resume meetings Second Wednesday of Month – January 11<sup>th</sup>, 2017  
8:30 am, Aptos Firehouse***